

## LA-UR-21-29059

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Title: Production Qualification Training Course 3 of 8 Administrative Authorization

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# **Production Qualification Training**

## **Course 3 of 8**

# **Administrative Authorization**

Joint Initiative: W-8 Group and ALDW-DAQ

# Curriculum Overview

This curriculum is intended to:

- Teach you about Administrative Authorizations
- Explain the course subjects in detail
- Provide references and guides to help you after viewing the training



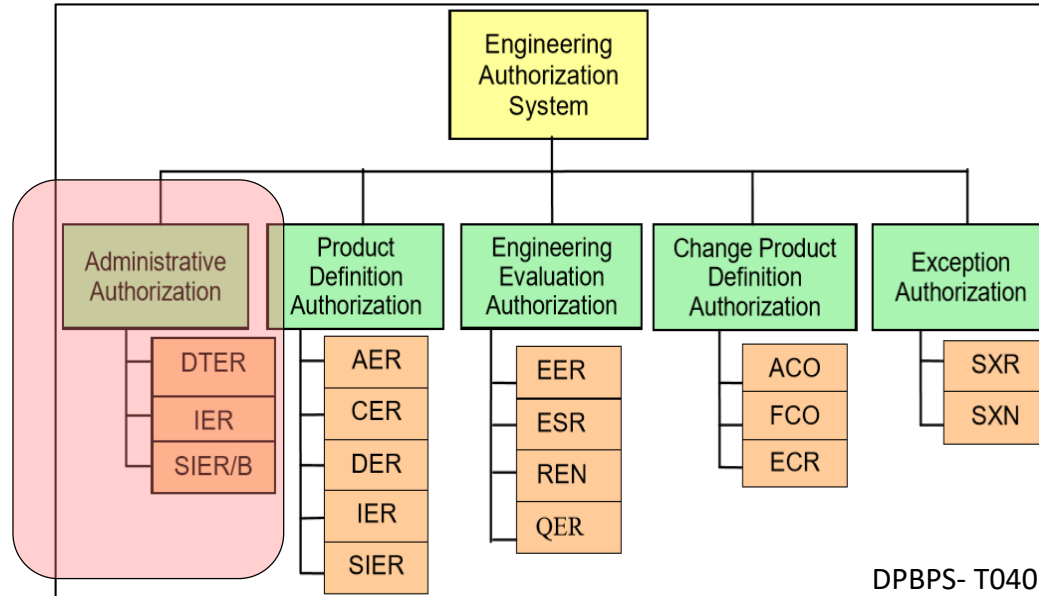
Utrain Course	Procedure	Title	Course #
RR 49297	W-SE-0008	Engineering Authorization System	Course 1
RR 49256	W-SE-0044	Production Qualification Procedure	Course 2
	W-DG-0003	Engineering Evaluation Plan Template	Course 2
	W-DG-0004	EE Data Package Template	Course 2
	W-DG-0005	Engineering Evaluation (EE Data Package Checklist)	Course 2
RR 49262	W-SE-0046	Administrative IER and SIER/B Procedure	Course 3
RR 49272	W-SE-0051	Definition IER and SIER Procedure	Course 4
RR 49273	W-SE-0052	DER, AER, CER Procedure	Course 4
RR 49268	W-SE-0048	Re-evaluation Notices (RENs) Procedure	Course 5
RR 49256	W-SE-0049	Engineering Evaluation Release Procedure	Course 5
RR 49271	W-SE-0050	Qualification Evaluation Release Procedure	Course 5
RR 49298	W-SE-0047	Advanced Change Orders, Final Change Orders, and Engineering Change Requests Procedure	Course 6
RR 49257	W-SE-0045	SXN/SXR Procedure	Course 7
RR 53083	TBD	Engineering Evaluation Overview	Course 8
	W-DG-0002	EA Cheatsheet and Checklist Desktop Guide	All



# Engineering Authorization System Overview

The Engineering Authorization (EA) System provides a formal communication method among M&O contractors, including configuration control and record management of EAs.

EAs authorize actions that affect product definition and related product and document information related to development, production, surveillance and dismantlement activities.



DPBPS- T040



# Training Objectives

- At the end of this training, you will:
  - Recognize the three types of Administrative Authorizations and their usage
  - Understand the requirements of Administrative Authorizations
  - Know where to gain assistance in executing engineering authorizations
- What this training will not do:
  - Authorize you to author or approve EAs
  - Train you on how to navigate the EA tool (Arbortext), PDMLink, or PRIME



# Drawing Transfer Engineering Release (DTER)

- A DTER is used to assign drawing maintenance responsibility
  - Drawing maintenance may be delegated to a Production Agency (PA) or returned to the Design Agency (DA)
- The DTER may be used to authorize the PA to generate a drawing to an assigned drawing number and title
  - The LANL CAGE code (88516) must be retained on the drawings as LANL still retains design authority.
- T053, Transfer of Product Definition Responsibilities Business Rules, is the DPBPS tool covering DTERs



TOOL				
NUMBER	ISSUE	RELEASE DATE	EFFECTIVE DATE	PAGE
T053	A2	2016-05-04	2016-05-09	1 of 4
<b>Transfer of Product Definition Responsibilities Business Rules</b>				



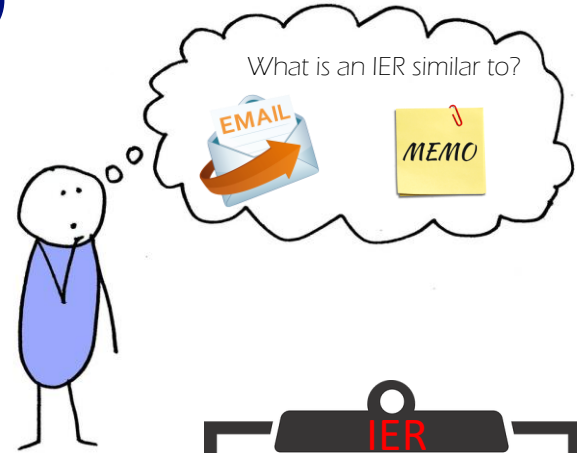
**It is Division policy to minimize the transfer of drawing maintenance**





# Information Engineering Release (IER)

- An IER is an administrative EA used to document general information that is not covered in other EAs about a program, project, or product
- An IER does not give direction for activities
- An IER is used to create a formal record that documents the information being communicated



- An IER is used to transmit weapon response summary documents
- An IER is used to transfer models as reference information for use at other agencies
- An IER is used to respond to an Engineering Change Request (ECR), Re-evaluation Notice (REN) or a Specification Exception Notice (SXN)

A checklist titled "IER Checklist" on a clipboard. The title "IER" is in red on a black background, and "Checklist" is in bold black. The list has eight items, each preceded by a red checkmark. The first two items are "Desktop Guide" and "W-DG-0002", both underlined. The remaining six items are blank lines.

IER Checklist	
✓	<u>Desktop Guide</u>
✓	<u>W-DG-0002</u>
✓	_____
✓	_____
✓	_____
✓	_____
✓	_____
✓	_____

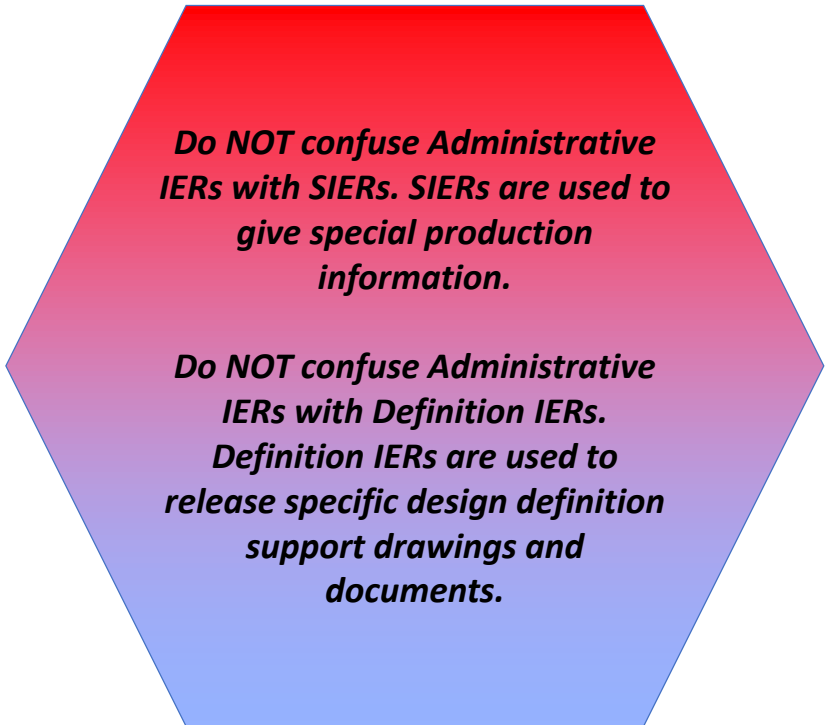


# Information Engineering Release (IER)

- It is often advantageous to respond to a Production Agency REN, SXN, or ECR through an IER to formally document the DA decisions and rationale, taking advantage of the configuration control and record management of the EA system

The REN, SXN, or ECR must still be revised:

- The decision on whether to re-evaluate a process after the PA issues a REN must be captured in a revision of the REN
- The decision to reject product submitted on an SXN must be captured in a revision to the SXN.
- The decision to reject an ECR must be captured in a revision to the ECR



***Do NOT confuse Administrative IERs with SIERs. SIERs are used to give special production information.***

***Do NOT confuse Administrative IERs with Definition IERs. Definition IERs are used to release specific design definition support drawings and documents.***



# Special Instruction Exception Release/B (SIER/B)

- An SIER/B is an administrative EA used to document and justify the limitation of procurement sources
- The SIER/B must provide extensive justification for the Class B designation

Source restrictions may only be issued when:

- Only one or very few suppliers have the knowledge and skill needed to build the desired quantity of an item by the time a production order must be placed
- Scheduled production volume is so small that it is not economical to develop other suppliers because of the cost of security-cleared facilities, production tooling, test equipment, and/or personnel training



**Class B designation is to be limited to the minimum necessary to attain program objectives**

# Special Instruction Exception Release/B (SIER/B)

- The SIER/B must specify/include:
  - one or more procurement sources
  - A cognizant PA representative who concurred in the source selection
  - Distribution must include Sandia National Laboratory (SNL) so they can update AJ277171, the historical record of Class B items
- T038, Procurement Definition, is the DPBPS tool covering Class B designation



TOOL				
NUMBER	ISSUE	RELEASE DATE	EFFECTIVE DATE	PAGE
T038	A2	2016-05-04	2016-05-09	1 of 18
Procurement Definition				



# Special Instruction Exception Release/B (SIER/B)

- SIER/B must identify/include statements for the following:
  - unique processes that are subject to patents or proprietary rights of a specified supplier
  - unique product design or performance requirements that can be met only by the specified supplier(s)
  - List the DA development purchase order or contract numbers leading to the decision to designate the item as Class B
    - Contracts given to other development suppliers who furnished or failed to furnish product meeting requirements
    - Names of other potential suppliers who declined to respond to a DA request for quotes during development
    - Names of other potential suppliers who quoted, but did not win, the DA development contract
- SIER/B is used before:
  - Advance Engineering Release (AER)
  - Complete Engineering Release (CER)
    - To authorize procurement when necessary to restrict the source for a products i.e., B-items



# Special Instruction Exception Release/B (SIER/B)

If the required information is not available for the initial SIER/B, the SIER/B must be revised to add the information before the issuance of the Qualification Evaluation Release (QER) covering the B-item.




**An SIER/B for product with a QER issued before March 31, 2014 does not need to be updated**



# Desktop Guide, W-DG-0002

- A desktop guide has been generated to aid in validating, authoring and approving EAs
- This desktop guide has cheat sheets for the IER and SIER/B Administrative EAs

 <div><b>Weapons Program Desktop Guide</b></div>		
<b>EA Cheatsheet and Checklist Desktop Guide</b>		
Los Alamos National Laboratory • P.O. Box 1663, Los Alamos, NM 87545		
Number	Revision	Effective Date
W-DG-0002U	C	August 12, 2021



# IER Cheat Sheet

# SAMPLE

References: 1  
T047  
T040  
W-SE-0046

## IER Cheatsheet - Administrative

Rev A

This document: W-DG-0002

- Administrative IER are used for formal communications outside of other EAs.
- In general, IERs could be considered a "formal email" with applicable approvals.

**NWC Release Date:** 2019 05 01 6:30:05 MT  
**Category:** Administrative Release  
**Authorization Title:** Information Engineering Release  
**Document Number:** 20190001LA  
**Revision:** 0

**Weapon Program:**  
**Affected Assemblies:**  
**Related Authorizations:**

B2-1  
1K9876  
SXN N4321OR2019LA

**Code:** IER

**ICO:** None

Relate applicable ICO if applicable 3

If applicable 4

As applicable. List the EA if this IER is a response to an EA. 5

### APPROVAL

Site	Name
LA	Someone Here
LA	Someone Else Here

Organization
Q-nn
W-nn

Date Approved
2019-05-01
2019-05-01

Author's Group Office, at a minimum 6

### DISTRIBUTION

	Site	Name
From:	LA	Someone Here
To:	OR	Someone There
Copy To:	LA	Someone Else
	OR	Another Person

Organization
nnn
nnn
nnn
nnn

Phone Number
505-665-1234
865-574-1234
505-667-1234
865-576-1234

E-Mail
zzzz@lanl.gov
yyyy@y12.gov
xxxx@lanl.gov
www@y12.gov

Incorrect or wrong classified email addresses prevent proper routing 7





# IER Cheat Sheet

# SAMPLE

## REASON FOR RELEASE

/Rev 0/ (2019-05-01)

1.0 SXN N4321OR2019LA is being rejected due to an unacceptable component defect.

← Briefly summarize the purpose for the IER 8

## REFERENCE AND REMARKS

1.0 Y12 Welding procedure WP-1234

← Limit to reference information, as applicable 9

## DRAWING LIST

<u>Drawing Number</u>	<u>DA</u> <u>Suf</u>	<u>PA</u> <u>Suf</u>	<u>Dwg</u> <u>Iss</u>	<u>Dwg</u> <u>Loc</u>	<u>Drawing Title</u>	<u>Drawing</u> <u>Information</u>
1K1234	00	00	B	LA	(U) GADGET	NONE

← The suffixed part number is not placed in the Drawing Number field. List all applicable products. This needs to match the EA (e.g. SXN) that this IER associated with. 10

## AUTHORIZATION DETAILS

1.0 (U) GADGET component 1K1234-00 Serial Number: 5678 (Y-12 lot ID: 4444005678) is not acceptable for directive schedule use. The defect described in SXN N4321OR2019LA is not acceptable for any use.

← This contains the content to be communicated (justification, reasoning, disposition, history, context, supporting information, etc.) 11



# Minimum Required Approvals Per W-SE-0046

EA	Usage	W-DO <sup>1</sup>	Q-DO <sup>2</sup>	System Group Office	Production Liaison Group Office	GTS <sup>3</sup> Group Office	Detonator Group Office	Weapon Response Group Office	Author's Group Office
Administrative IER	Not Weapon Response								X
	Delegation of SXR authority to PA	X	X	X	X				X
	Weapon Response (non Detonator)	X	X	X				X	X
	Weapon Response (Detonator contribution)	X	X	X			X	X	X
SIER/B	Product	X	X	X	X				X
	GTS <sup>3</sup> Product	X	X	X	X	X			X
	Detonator Product	X	X	X	X		X		X
1 Weapon Systems Engineering Division Office (W-DO) 2 Weapon Stockpile Modernization Division Office (Q-DO) 3 Gas transfer system (GTS)									



# References

Number	Title	Website
DBBPS -T040	Engineering Authorization System	<a href="https://dpbps.sandia.gov/SitePages/homepage.aspx">https://dpbps.sandia.gov/SitePages/homepage.aspx</a>
DBBPS -T038	Procurement Definition	<a href="https://dpbps.sandia.gov/SitePages/homepage.aspx">https://dpbps.sandia.gov/SitePages/homepage.aspx</a>
DBBPS -T053	Transfer of Product Definition Responsibilities Business Rules	<a href="https://dpbps.sandia.gov/SitePages/homepage.aspx">https://dpbps.sandia.gov/SitePages/homepage.aspx</a>
W-SE-0046U	Administrative IER and SIER/B Procedure	<a href="https://int.lanl.gov/org/ddw/alldw/office-design-agency-quality/design-agency-procedures/system-engineering-procedures.shtml">https://int.lanl.gov/org/ddw/alldw/office-design-agency-quality/design-agency-procedures/system-engineering-procedures.shtml</a>
W-DG-0002	EA Cheatsheet and Checklist Desktop Guide	<a href="https://int.lanl.gov/org/ddw/alldw/office-design-agency-quality/design-agency-procedures/desktop-guides.shtml">https://int.lanl.gov/org/ddw/alldw/office-design-agency-quality/design-agency-procedures/desktop-guides.shtml</a>



# Resources

When you have issues or questions regarding the Engineering Authorization System, there are resources you can go to:

- ALDW Office of Design Agency Quality (ALDW-DAQ)
- Production Liaison Group (W-8)
- Engineering Authorization Team (W-11)
- W- and Q- Division Group Leaders
- This training



# Acronyms

DTER	Drawing Transfer Engineering Authorization
IER	Information Engineering Authorization
SIER/B	Special Instruction Engineering Release/B Authorization
AER	Advanced Engineering Authorization
CER	Complete Engineering Authorization
DER	Development Engineering Authorization
SIER	Special Instruction Engineering Authorization
EER	Engineering Evaluation Authorization
ESR	Evaluation Status Release



# Acronyms (continued)

REN	Reevaluation Notification Authorization
QER	Qualification Evaluation Authorization
ECR	Engineering Change Request Authorization
ACO	Advanced Change Authorization
FCO	Final Change Authorization
SXN	Specification Exception Notice Authorization
SXR	Specification Exception Authorization
DA	Design Agency
PA	Production Agency
DPBPS	Defense Programs Business Process System
M&O Contractors	KCNSC / LANL / LLNL / NNSS / PX/ SNL / SRS / Y-12



# Course 3: Complete

